

## **AASD and DSD eList announcement**

**Date:** Dec. 2, 2025

**To:** Lead agencies, case managers, Medicaid Management Information System (MMIS) data entry staff and other interested parties

**From:** DHS Aging and Adult Services and Disability Services divisions

**Purpose:** To instruct lead agency staff not to add or make changes to service agreements in MMIS from Dec. 5-10, 2025, or until DHS sends an all-clear eList and announces updated MMIS automation instructions

**Effective:** Dec. 5-10, 2025

**Contact:** [dhs.ccarates@state.mn.us](mailto:dhs.ccarates@state.mn.us)

### **Do not add or make changes to MMIS service agreements Dec. 5-10, 2025**

Lead agency staff must not add or make changes to service agreements in MMIS from Dec. 5-10, 2025, or until DHS sends an all-clear eList. Staff may still enter screening documents during this time.

These instructions apply to:

- Alternative Care (AC).
- Brain Injury (BI) Waiver.
- Community Alternative Care (CAC) Waiver.
- Community Access for Disability Inclusion (CADI) Waiver.
- Developmental Disabilities (DD) Waiver.
- Elderly Waiver (EW).
- Essential Community Supports (ECS).
- Community First Services and Supports (CFSS).
- Consumer Support Grant (CSG).

DHS will enter rates in MMIS and run the automation process from Dec. 5-10, 2025.

### **MnCHOICES release**

On Dec. 11, 2025, DHS also will implement a release to the MnCHOICES application for rate and budget changes effective Jan. 1, 2026. For more information about the release, MnCHOICES mentors can refer to the outage notification and release summary.

### **Updated MMIS automation instructions**

DHS also updated the MMIS automation instructions on [DHS – MMIS automation process for Jan. 1, 2026](#). Lead agencies must use the instructions to:

- Troubleshoot any service agreements impacted by rate changes in MMIS.
- Run Infopac reports to verify impacted service agreements.

### **More information**

For more information and resources, refer to:

- [DHS – Long-term services and supports rate changes](#).
- [DHS – MMIS automation process for Jan. 1, 2026](#).
- [Oct. 14, 2025, eList announcement](#).

### **Previous eList announcements**

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